



HOME OCCUPATION APPLICATION

Town of Elon Planning Department
104 S. Williamson Avenue
Elon, NC 27244
(336) 584-3601

\$100.00

Fee

Date Received

Permit Number

APPLICANT INFORMATION

Name: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

PROPERTY OWNER INFORMATION

Name: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

PROPERTY INFORMATION

Address: _____ City: _____ State: _____ Zip: _____

Tax Map & Parcel Number: _____ Total Acreage: _____ Township: _____

Zoning District: _____ Watershed: _____ Floodplain: ☐ Yes ☐ No

Utilities (check all that apply): ☐ Public Sewer ☐ Public Water ☐ Septic ☐ Well

HOME OCCUPATION INFORMATION

Location of Occupation: ☐ In Residence ☐ In Accessory Building Total Square Footage: _____

Square Footage Used For Home Occupation: _____ Sq. Ft. Percentage of Total Square Footage: _____%

Number of Employees (including business owner): _____ Number of Employees Residing in Home: _____

Outside Storage: ☐ Yes ☐ No

Description of Home Occupation: _____

CONDITIONS FOR APPROVAL

Section 4.29 Home Occupations (Amended 12/3/2018) of the Town of Elon Land Development Ordinance

A home occupation is permitted accessory to any dwelling unit (except manufactured housing). The issuance of a Home Occupation Permit by the Land Development Ordinance Administrator is required in accordance with the following requirements:

- A. The home occupation must be clearly incidental to the residential use of the dwelling and must not change the essential residential character of the dwelling. (Home occupations are considered accessory uses to established dwelling units.)
- B. A home occupation conducted in an accessory structure must be housed only in a garage or other accessory structure typically associated with a dwelling.
- C. The use must employ no more than one person who is not a resident of the dwelling.
- D. A home occupation housed within the dwelling must occupy no more than 25 percent of the total floor area of the dwelling.
- E. There must be no visible outside display of stock in trade which is sold on the premises.
- F. There must be no outdoor storage or visible evidence of equipment or materials used in the home occupation, except equipment or materials of a type and quantity that could reasonably be associated with the principal residential use.
- G. Operation of the home occupation must not be visible from any dwelling on an adjacent lot, nor from a street.
- H. Only vehicles used primarily as passenger vehicles may be permitted in connection with the conduct of the home occupation.
- I. The home occupation must not utilize mechanical, electrical, or other equipment which produces noise, electrical or magnetic interference, vibration, heat, glare, or other nuisances outside the dwelling or accessory structure housing the home occupation.
- J. Outdoor kilns used for the firing of pottery must be provided with a semi-opaque screen to obstruct the view from the street and from adjacent properties located in residential districts, must have a secured work area, and must be at least 10 feet from abutting property lines.
- K. No business identification or advertising signs are permitted.

SIGNATURES AND ACKNOWLEDGEMENT

I, the applicant, hereby certify that the foregoing application is complete and accurate. I understand that I am bound to always comply with the rules and regulations for home occupations as specified in the Town of Elon Zoning Ordinance. I also understand that my home occupation will be monitored by the Town of Elon Zoning Department from time to time to verify compliance. Furthermore, the undersigned hereby authorizes the understanding that if any one of the conditions listed in the Ordinance are violated, they will be required to terminate the business operation immediately.

Signature of Applicant /Property Owner

Date

OFFICE USE ONLY

☐ Approved ☐ Denied _____

Town LDO Administrator

Date